



City of Freeport
REGULAR COUNCIL MEETING
6:30 p.m./Council Chambers/Freeport City Hall
February 28, 2019 Minutes

I. Meeting Opened

The February 28, 2019 Regular Council Meeting was called to order at 6:30 p.m. by Mayor Russ Barley. The meeting was held in City Council Chambers of Freeport City Hall.

Council Members present: Mayor Russ Barley, Councilman Eddie Farris, Councilwoman Amanda Green, Councilwoman Elizabeth Haffner and Councilman William "Boots" McCormick.

Council Members absent: Councilwoman Elizabeth Brannon

Staff present: City Clerk Rebecca Podraza, Assistant Clerk Lori Cox, City Attorney Clay Adkinson, City Planner Latilda Hughes-Neel, Planning Technician Brooke Jackson, Parks Director Charlie Simmons, Sewer Supervisor Robert Fawcett, Finance Officer Sara Bowers, City Engineer Cliff Knauer, and City Engineer Alex Rouchaleau.

II. Invocation and Pledge of Allegiance

The invocation was given by Councilwoman Haffner, followed by the Pledge of Allegiance to the American Flag.

III. Public Comment on Consent Agenda: None

IV. Approval of Consent Agenda

1. Bills Paid
2. Revenue and Expenditures as of January 31, 2019
3. Special Council Meeting February 4, 2019
4. Regular Council Meeting February 12, 2019

Council Action: Councilman Farris made a motion to approve the Consent Agenda as presented. Councilwoman Haffner seconded the motion. All ayes, (Farris, Green, Haffner, McCormick); motion carried

V. Consideration of Additions to Agenda

1. Clerk – Florida League of Cities, Senior Advisory Program Approval
2. Engineering – Revision to SRF Phase I Wastewater Improvements
3. Councilwoman Green - Informing Council
4. Councilwoman Green - Dumpsters

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In accordance with Section 286.26, Florida Statutes, persons with disabilities needing special accommodations to participate in this meeting should contact the City Clerk's office at 850-835-2822 by 5:00 p.m. on the day prior to the meeting.

No verbatim record by a certified court reporter is made of these proceedings. Accordingly, any person who may seek to appeal any decision involving the matters noticed herein will be responsible for making a verbatim record of the testimony and evidence at these proceedings upon which any appeal is to be based (see Section 286.0105, Florida Statutes).



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VI. Approval of Agenda with Additions/Revision

Council Action: Councilwoman Haffner made a motion to approve the Agenda with specified Additions and Revision as presented. Councilwoman Green seconded the motion. All ayes, (Farris, Green, Haffner, McCormick); motion carried.

VII. Public Request for Placement on City Council Agenda

1. Leigh Wilson
 - Approval of Bucket Brigade for the American Cancer Society Relay for Life Fundraiser

Council Action: Councilman Farris made a motion to approve the American Cancer Society Relay for Life Bucket Brigade fundraiser, to be held on March 16, 2019, subject to approval from FDOT. Councilman McCormick seconded the motion. All ayes, (Farris, Green, Haffner, McCormick); motion carried.

VIII. Staff Reports

A. Engineering

1. State Revolving Fund Phase I ~~Wastewater~~ Water Improvements
 - Engineer Rouchaleau provided information to the Council regarding the SRF Drinking Water Grant/Loan which was approved for Sparkleberry Road to State Road 20, for a total amount of \$163,000.00. The next step will be to prepare a loan application to SRF.

B. Parks

1. Parks Director Simmons updated the Council on the following projects:
 - Light Poles at the Sports Complex
 - Casey Park Playground
 - Laird Park Cleanup
 - Marse Landing Boat Ramp Extension
 - Splash Pad
 - Solar Lights repaired
 - Night at the Park 2 (Thank you to the sponsors: Jay Odom, Dewberry Engineering, & Adkinson Law Firm)
 - Ball Field Lights

C. City Clerk Matters

1. Travel Approval Request - FRMA Conference

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Council Action: Councilwoman Green made a motion to approve City Clerk Podraza to attend the Florida Records Management Association Conference in Daytona Beach, May 21st through May 24th, 2019 for a total amount of \$1,325.00. Councilman Farris seconded the motion. All ayes, (Farris, Green, Haffner, McCormick); motion carried.

2. Travel Approval Request - FACC Summer Academy

Council Action: Councilman Farris made a motion to approve Assistant Clerk Lori Cox to attend the Florida Association of City Clerks' Summer Academy in St. Augustine, June 23rd through June 26th, 2019 for a total amount of \$1,375.00. Councilwoman Green seconded the motion. All ayes, (Farris, Green, Haffner, McCormick); motion carried.

3. Workshop – Agenda Software

Council Action: Councilman Farris made a motion to approve a Workshop regarding Agenda Software on March 12, 2019 immediately following the Regular Council Meeting that begins at 9:00 am. Councilwoman Haffner seconded the motion. All ayes, (Farris, Green, Haffner, McCormick); motion carried.

4. Florida League of Cities, Senior Advisory Program Approval

Council Action: Councilman Farris made a motion to approve the Florida League of Cities, Senior Advisory Program, to assist the City of Freeport with the hiring process of a City Manager. Councilwoman Green seconded the motion. All ayes, (Farris, Green, Haffner, McCormick); motion carried.

D. Finance Department

1. City Finance Officer Sara Bowers presented the Council with a memo requesting Write-Offs, for outstanding Water and Sewer Customer Accounts that are over a year old, for a total amount of \$51,891.11. Council discussion ensued and Council directed staff to research the accounts more thoroughly before they be written off.

Council Action: Councilwoman Haffner made a motion to table the Write-Offs of Bad Debt until a later date. Councilman Farris seconded the motion. All ayes, (Farris, Green, Haffner, McCormick); motion carried.

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E. Planning & Zoning Dept

1. City Planner Latilda Hughes-Neel requested approval of the Firefly @ Hammock Bay Record Plat as presented.

Council Action: Councilwoman Haffner made a motion to approve the Firefly @ Hammock Bay Record Plat as presented. Councilman Farris seconded the motion. All ayes, (Farris, Green, Haffner, McCormick); motion carried.

2. Planner Hughes-Neel presented a Resolution to accept Nick Wilson Way for Maintenance. Council discussion ensued regarding the Road Maintenance agreement between the City and Walton County.

Council Action: Councilman Farris made a motion to continue the approval of the Resolution for Nick Wilson Way until the Freeport Council and Walton County have an agreement regarding road maintenance. Councilwoman Green seconded the motion. All ayes, (Farris, Green, Haffner, McCormick); motion carried.

3. Recreation Board Appointment

Council Action: Councilwoman Haffner made a motion to appoint Denise Lassiter to the Recreation Board. Councilman Farris seconded the motion. All ayes, (Farris, Green, Haffner, McCormick); motion carried.

4. Planner Latilda Hughes-Neel requested Council Approval to begin the process of renaming the Freeport Library to the Becky Buxton Memorial Library in honor of Ms. Becky Buxton, the City Historian.

Council Action: Councilman Farris made a motion to approve the process of renaming the Freeport Public Library to the Becky Buxton Memorial Library, in honor of Ms. Becky Buxton who was the City Historian for many years. Councilwoman Haffner seconded the motion. All ayes, (Farris, Green, Haffner, McCormick); motion carried.

F. Legal Matters

1. Attorney Clay Adkinson presented the Old Jolly Bay Road Abandonment Resolution which was advertised.

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Council Action: Councilman Farris made a motion to approve the Old Jolly Bay Road Abandonment Resolution No. 2019-04 as presented. Councilwoman Haffner seconded the motion. All ayes, (Farris, Green, Haffner, McCormick); motion carried.

2. Attorney Adkinson advised that Councilwoman Brannon requested in her absence that the Council consider ranking the RFQ for Professional Engineering Services at a Special Meeting so that the Firms can be invited to present.

Council Action: Councilman Farris made a motion to approve a Special Council Meeting for March 14, 2019 at 6:00 pm, for presentations and ranking of the RFQ for Professional Engineering Services, for the Wastewater Treatment Plant USDA/RD Grant/Loan. Councilwoman Haffner seconded the motion. All ayes, (Farris, Green, Haffner, McCormick); motion carried.

IX. Old Business

- A. Clerk Podraza presented the Pending List. Attorney Clay Adkinson updated the Council on the following items:
 - Road Maintenance Agreement with Walton County
 - Hammock Bay Roads to be reported on in May
 - Sewer Trailer Title has been resolved and can be removed from the Pending List

X. New Business

- A. Resolution in Support of House Bill 0097-00
The Soldiers' and Heroes' Monuments and Memorials Protection Act

Council Action: Councilwoman Haffner made a motion to approve Resolution No. 2019-05 regarding the Soldiers' and Heroes' Monuments and Memorials Protection Act in support of House Bill 0097-00. Councilman Farris seconded the motion. All ayes, (Farris, Green, Haffner, McCormick); motion carried.

- B. Mayor Russ Barley
 - Mayor Barley reminded everyone about the Night at the Park 2 event and hopes everyone will come out to enjoy the festivities.

- C. Councilwoman Haffner
 1. Sports Complex Wi-Fi

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- Councilwoman Haffner requested that the Sports Complex Wi-Fi be opened to the public during the open hours of operation. The modem would be turned off when the park is closed.

Council Action: Councilwoman Haffner made a motion to provide guest Wi-Fi to the public during certain hours at the Sports Complex. Councilman McCormick seconded the motion. All ayes, (Farris, Green, Haffner, McCormick); motion carried.

2. Walton Okaloosa Transportation Alternate
 - Councilwoman Haffner advised Mayor Barley and Councilman Farris that they are named as the Walton Okaloosa Transportation Alternates in the event that Councilwoman Haffner cannot attend the meetings. Both Mayor Barley and Councilman Farris agreed to continue to be listed as the alternates.
3. Threat Assessment Update
 - Councilwoman Haffner requested an update on the Threat Assessment from Councilman McCormick. Councilman McCormick advised the Council that the assessment is almost complete except for some pricing of items that will need to be addressed at budget time. He will bring back a report soon.
 - Mayor Barley updated the Council on the outside cameras that have been installed at City Hall.
4. Reclaim System
 - Councilwoman Haffner requested an update on the Reclaim System meeting that was held by staff. Lead Operator Bridget Hilgenberg advised that the meeting had been postponed. Councilwoman Haffner requested this item be added to the next agenda.

D. Councilwoman Green

1. Dumpsters
 - Councilwoman Green requested information from staff regarding the new dumpsters purchased for nuisance violations. Staff advised they are now available, and requests are being made for them to be delivered.

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2. Informing Council
 - Councilwoman Green requested that Council be notified immediately by Department Heads of anything that the public may be concerned about so that they are informed when constituents call them.

XI. Public Comment

1. Parks Director Simmons advised that the drawings for the new Concession Stand at the Sports Complex are complete and those were done for free by Dewberry Engineering. Simmons thanked Cliff Knauer for taking care of that for the City.
2. Janice McClean reminded everyone that Little League begins on Saturday, March 2nd at 9:00 am.
3. City Engineer Knauer advised the Council that the House Aides and Senate Aids are calling about the city applications for Legislative Projects. This is a good sign that the projects are getting a lot of attention for consideration.
4. Engineer Knauer advised the Council that the County has worked on the Blue Ridge Parkway issues.
5. Small City Outreach Program application will be submitted for dedicated Right and Left Turn Lanes at the corner of Highway 20 and Blue Ridge Parkway to help with issues at that intersection.
6. Engineer Knauer requested approval to advertise an invitation to bid for resurfacing the parking lot at the City Pool. Knauer has estimated that approximately \$25,000.00 to \$30,000.00 will be needed for the project.

Council Action: Councilman Farris made a motion to approve advertisement to bid for the resurfacing of the Pool Parking Lot area. Councilwoman Green seconded the motion. All ayes, (Farris, Green, Haffner, McCormick); motion carried.

7. Mr. Jordan Walker with Kimley-Horn Engineering introduced himself to the Council. He represents one of the firms who will be presenting at the Special Meeting for the Engineering RFQ Presentations and Ranking on March 14th.

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XII. Adjournment

Mayor Barley adjourned the meeting at 7:33 pm.

FREEPORT CITY COUNCIL

Mayor

ATTEST

City Clerk

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